Single Hazard Special Process HACCP Template for
Reduced Oxygen Packaging: Raw Meat, Cheese, Frozen Fish

Regulatory Agency Jurisdiction NAME (fill in form)

Date Submitted _____ Date Approved _____ Valid until _____

A. General Information

This is a placeholder for the general information needed: e.g. operator name, location, Person-in-Charge (PIC) name, contact information, etc.
fill in form

B. Categorization – Recipe(s)

Categorization: Reduced Oxygen Packaging (ROP).
A food establishment is required to have a HACCP plan in place for Reduced Oxygen Packaging for following the processes under the most recent edition of the FDA Food Code §3-502.12. This plan will act as the HACCP template to meet the requirements of FDA Food Code §8-301.11

B.1. Are there any buyer specifications (supply controls) or special equipment required/recommended?

___ Made/Assembled in house. List Products _____

Note: Recipe and Products must be listed in C. Flow Diagram – Chart below

___ Commercially purchased. List Products: _____

B.2. This plan includes the following processes; include all products or recipes (use additional attachments if needed)

C. Flow Diagram-Chart

[Instructions] – Add each step in your Reduced Oxygen Packaging process in the following table starting in box 1.
The first step should be receiving ingredients and the last step consumption or sale of the ROP products.

1 Receiving Ingredients and any other materials	**2**	**3**
4	**5**	**6**
7	**8**	**9**
10	**11**	**12**
13	**14**	**Last-** consumption (foodservice) or sale to consumer (retail)

C. 1. Hazard.

The main hazards in Reduced Oxygen Packaging are *Clostridium botulinum* and *Listeria monocytogenes. Clostridium botulinum is* a spore forming, strict anaerobic bacteria that causes the severe foodborne illness known as botulism. If not controlled with pH, water activity, or time/temperature it will thrive in a reduced oxygen environment. *Listeria monocytogenes* is a psychotropic bacteria that will grow under refrigeration temperatures in a reduced oxygen environment. Both organisms have been known to cause foodborne illnesses over the years, and require multiple hurdles to control growth and/or toxin production.

C. 2. Control.

For raw meats, and cheeses, the competitive microflora, along with time/temperature control is required to prevent growth of *Clostridium botulinum* and *Listeria monocytogenes.* Refrigeration requirements to control for these two organisms need to be based on laboratory data or the requirements found in section 3-502.12 of the 2013 FDA model Food Code. Additionally, use-by dates that are either within manufactures dates or determined for safety using laboratory data must be included on the ROP packaging. Information on time frames for use-by dates can also be found in section 3-502.12 based on temperature information. If being sold to consumers in ROP packaging, foods must be labeled with either "Important- Must be kept refrigerated at 5°C (41°F)" or "Important – Must be kept frozen". Fish is especially important to remain frozen before, during, and after since *Clostridium botulinu*m type E is ubiquitous in marine environments and found in the digestive tract of most fish species. Labeling must be included to indicate such, i.e. "Open prior to thawing", on the principle display panel.

D. Critical Control Point (CCP) Summary

D.1. Critical Limit(s)

Temperature Control:

Required Temperature(s), list separately if more than one required:_____

Labeling:

Required time frame (i.e. no more than 30 days or manufactures date for cheeses), list separately if more than one
required:_____
_____
_____:

D.2. Monitoring

Temperature logs: How often?_____ Whom?_____
Labeling: How often? _____ Whom?_____

D.3. Corrective actions

Temperature monitoring:_____
Labeling:_____

D.4. Verification

The PIC is responsible for reviewing and signing the temperature monitoring log. PIC should also observe employees for performing the thermometer calibration and measurement and recording required data periodically. Make those observation notes on required monitoring logs.

D.5. Validation *not required*

D.6. Record

A temperature monitoring log is required as part of this plan. Temperature measurements in time frames indicated, corrective actions, and supervisor verifications is kept on this single form. Once records are created they MUST be kept for 6 months and made available to the Regulatory Authority upon inspection request.

E. Training

Each employee who will have responsibility for making and measuring curing salts is REQUIRED to receive training such that they understand the hazards and controls and that they may perform their

role in this **Single Hazard Special Process HACCP Template**. THE PIC must review section C and D with employees and complete a hands-on training for section D. Provide a training log form as an attachment to this **Single Hazard Special Process HACCP Template**. The training sessions must be recorded in this log, and must include date, employees present, and instructor. Maintain the training log as an additional appendix to this **Single Hazard Special Process HACCP Template**

F. Standard Operating Procedures

For the Regulatory Authority to list. Are there any SOPs required or recommended that will make this **Single Hazard Special Process HACCP Template** safer? I.e: cleaning and sanitizing food contact surfaces, personal hygiene, hand washing, eliminating bare hand contact, proper chemical/nitrite storage

G. Logs

Submit required logs as attachments (For review by Regulatory Authority):

Temperature monitoring
Thermometer calibration
Training
(Any additional required logs)

Signature

_____ *print name*, as the Person in Charge of _____, do certify that the above food safety plan will be fully implemented as written above.

_____ Signature _____ Date

___ = *operator fill in places.*

--Attach a blank copy of required logs and a blank copy of a training log to this ***Single Hazard*** **Special Processes HACCP Template**.